

Sheriff's Office of York County

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York County Judicial Center
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York, Pennsylvania 17401
717-771-9601
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APPLICANT ELIGIBILITY REQUIREMENTS

General Requirements

Age Requirement - Applicants must be twenty-one years of age or older.

Citizenship Requirement - Applicants must be a United States Citizen at the time of the initial application.

Drivers License Requirement - Applicants must possess a valid Pennsylvania driver's license prior to appointment.

Educational Requirement - Applicants must possess a high school diploma or equivalent. Applicants must also be able to successfully complete the requirements as set by the Pennsylvania Deputy Sheriff's Education and Training Board.

Physical Fitness Requirement - Applicants must be in good physical condition with weight and height requirements of comparable normality and must successfully complete and the Pennsylvania Deputy Sheriff's Education and Training Board's physical ability standards.

Physical / Medical Suitability Requirement - Applicants must successfully complete a medical examination to evaluate the applicant's ability to successfully perform the essential job functions of a Deputy Sheriff.

Psychological Evaluation Requirement - Applicant's must successfully complete a Psychological Evaluation and be found to be free from any emotional or mental condition which might adversely effect their ability to successfully perform the essential job functions of a Deputy Sheriff.

Other Employment Requirements

- Applicants must be of good moral character, as determined by a thorough background investigation.
- Applicants must possess problem-solving abilities and decision making and judgment skills to identify problems, weigh solutions, recognize alternatives and their implications independently.
- Applicants must possess interpersonal skills to interact in a diverse public setting.
- Applicants must possess skill in speaking clearly and in using appropriate vocabulary to provide critical information and exercise authority during courtroom activities, which might involve hostility and resistance.
- Applicants must possess skill in reading and comprehend at the levels necessary to perform the essential job functions of a Deputy Sheriff.
- Applicants must be able to submit accurate and descriptive reports and write at the proficiency levels necessary to perform the essential job functions of a Deputy Sheriff.
- Applicants are required to work on a variety of shifts that include working on weekends and holidays and must be willing to extend their regularly schedule shifts when called upon to do so.

HIRING PROCESS

- [Application Submission & Review](#)
- [Physical Agility Test](#)
- [Oral Interview](#)
- [Pre-Employment Questionnaires](#)
- [Background Investigation](#)
- [Psychological Evaluation](#)
- [Medical Examination](#)
- [Additional Screening](#)
- [Re-Application](#)
- [Questions?](#)

APPLICATION SUBMISSION & REVIEW

Applications may be submitted electronically [through our website](#), or you may mail a printed copy to York County Human Resources, 28 E. Market Street, York PA 17401. Be sure to complete the application completely and accurately. Applications will be reviewed as part of the selection process for participation in the screening process. Applications are selected based upon factors such as; the content, educational history, military service, specific skills, knowledge, abilities, experience, work history, personal and self-evaluation, the reasons and interest for seeking employment as well as the applicant's writing ability. Questions about applications may be directed to the sheriff's office at 717.771-9601, after submission.

PHYSICAL AGILITY TEST

The first step in assessing qualifications is the requirement of successful completion of a physical agility test. This test is based on the mandated physical fitness requirements of the PA Deputy Sheriff's Training Academy. You can find a detailed description of the tests in our [physical Fitness Standards](#).

ORAL PANEL INTERVIEW

This interview is a panel interview that consists of 4 Deputy Sheriff's. You will spend about 30 minutes answering a series of questions designed to evaluate your suitability for the position. Personal responsibility, ability, judgment, communication skills, and your level of preparation will be evaluated.

PRE-EMPLOYMENT QUESTIONNAIRES

After successful completion of the Oral Panel, you will be given numerous documents to complete. This will include a Personal History Statement, which is an extensive long form of past residences, employment, education, acquaintances, and personal information. You will bring your completed documentation to the Sheriff's Office. While your Personal History Statement is reviewed, you will be required to complete a short essay and more detailed pre-employment questionnaires. All responses will be verified during the background investigation. Omissions and inaccurate or dishonest responses will be grounds for disqualification.

BACKGROUND INVESTIGATION

The background investigation is a very thorough investigation into your past and current conduct, relationships and employment. An average background investigation can take 6 – 8 weeks or longer to complete. Dishonesty or omission of any information will be cause for disqualification.

PSYCHOLOGICAL EVALUATION

Applicants with a conditional job offer will be sent to a psychological examination with a doctor prior to appointment and employment.

MEDICAL EXAMINATION

Applicants with a conditional job offer will be sent to a medical doctor for medical screening and an examination prior to appointment and employment.

ADDITIONAL SCREENING PROCEDURES

- Fingerprint Record Check
- Additional Required Documentation (DD-214, transcripts, Social Security card, Birth Certificate, etc.)
- Polygraph Examination
- Drug Screen
- 2nd Interview

RE-APPLICATION PROCESS

Applicants who fail to successfully complete any of the above listed selection standards, may re-apply for consideration. Candidates who fail due to an unacceptable background normally will not be reprocessed. Exceptions can be authorized on a case by case review by the Sheriff. Applicants remain eligible for consideration for a period of no less than 6 months, and no more than 12 months, from the date of receipt of their initial application. Applicants who successfully complete all elements of the selection standards will be placed on an eligibility list and be considered for appointment on an as needed basis. Applications will be held active in the candidate pool for a period of 90 days. Applicants will be kept apprised of their status during the selection process.

QUESTIONS?

If you have questions regarding the hiring process, please contact Lieutenant Greg Ickler at 717.771.9581, or by email at GDickler@YorkCountyPA.gov

If you have questions about the status of your application, please contact Cpl. Brian Rohrbaugh at 717.771.9649, or by email at bmrohrbaugh@yorkcountypa.gov .